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Staff 090/65

11 MAY 1965


MEMORANDUM FOR: OAD, AND, OPD, GSD, and ASD

SUBJECT : Vacation Schedule

1. It is requested that all OEL elements prepare a vacation schedule to be submitted to the Administrative Branch on the attached form by 19 May 1965.

2. All personnel are reminded of the necessity of noting with the respective elements their "leave address and telephone number for possible contact by the office."

25X1A


Executive Officer
Office of ELINT

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DIV/STAFF:

NAME

FROM

TO

TOTAL HOURS

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